

POLSON RURAL FIRE DISTRICT BOARD MEETING MINUTES

Fairgrounds Fire Station No. 1

February 10, 2020

6:00 p.m.

Notice: All meetings for the Polson Rural Fire District Board of Trustees are recorded.

Board trustees present: Fred Nelson, John Doty, Ron Roberts,

Board trustees by facetime: Dick Wunderlich, R. Jack Clapp.

Staff: Fire Chief Gordon R. Gieser, Secretary/Treasurer Bonnie M. Manicke.

Guests/Visitors: Cole Blackwell, Blackwell Enterprises, Kelly Gieser, Alison Meslin, Jeff Veach, Chair Volunteer Membership, Matt Dougherty.

Call to Order – {00:17} Chair Nelson called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited. Attendance was entered into the minutes.

Revised agenda order – {00:47} Move old business STATION NO. 4 TO TOP OF AGENDA – No objections from board or audience.

PROGRESS ON STATION NO. 4 36300 CAFFREY ROAD {01:18} – Chief Gieser reported on the current issues. Lien notices on the building were received. Blackwell Enterprises requested a \$58,000 draw on the project. The concern is the draw request and the items billed as current for review. The electrical and floor heat will be completed. Additionally question the need for the covered canopies and the spring installation of the concrete aprons. Perhaps with Blackwell Enterprises blessing the concrete aprons can be completed later by a contractor of the board's choice. Trustee Roberts asked if the \$58,000 invoice is due. Also the project needs to be completed timely. Chief Gieser indicated if all the items are completed the amount owing following the \$58,000 payment is \$25,050. Cole indicated the invoice lists expenses to date. Payment is due for concrete aprons, remainder for electrical, boiler, and exclude canopies. Gordon provided a status report, truck #319 is housed at Station No. 4, truck #316 will be moved later. Cole provided an electric wall heater with the station heat maintained at 60 degrees. The ISO rating from class 10 to class 6 will provide a substantial reduction in homeowners insurance rates. Trustee Clapp requested Blackwell Enterprises provide a performance bond and lien releases. Chair Nelson reported a conditional lien release was received from the insulation company in Spokane. The performance bond copy was mailed, but not received at this date. Trustee Clapp noted the performance bond was requested last month. The notices from various suppliers, there seems to be a creditably gap. Trustee Clapp proposed a payment of \$30,000 this evening and the remaining \$28,000 as agreed upon when the contract items are completed and provide the lien releases. Trustee Wunderlich is concerned if the electrical and plumbing is completed by an outside contractor the cost could be at an increase. A payment is due and a decision made. Trustee Doty commented the lien releases are necessary, the project needs to be completed, and there is a cost concern if an outside contractor will be necessary to complete the project. Cole commented the deductions are taken out of the contract. Trustee Clapp suggested the board consider a payment with the condition the remaining balance owed will be an incentive for Cole to complete the project. Chief Gieser reviewed the board's proposal stating a \$30,000 check issued this evening and a \$28,000 check held and released when the boiler and electrical is complete.

Trustee Clapp motion tonight the board pay Mt. Blackwell \$30,000. In addition the board write a second check for \$28,000 which remains in the possession of Chief Gieser for release to Mr. Blackwell as soon as the boiler and electrical is complete. Any additional amount will be reviewed by the board at a future date. Trustee Doty added to the motion lien releases provided prior to payment of the \$28,000 check. Trustee Roberts second. Public comment: None. Motion passed unanimously by voice vote.

Minutes January 15, 2020 {31:34} – Trustee Roberts motion to approve January 15, 2020 minutes. Trustee Doty second. Public comment: None. Trustee Wunderlich abstained (absent at January meeting). Motion passed by voice vote.

Communications (32:30) – The only communication is the second letter from the insulation company with the amount reduced to \$6,000 from the original \$16,000. The reduction involved charges for items sent to two different jobs.

Claims {33:35} – Trustee Wunderlich questioned the claim for radios and pagers. Chief Gieser reported the pagers are new with a two year warranty. **Trustee Wunderlich motion to pay the bills. Trustee Roberts second. Public comment: None. Motion passed unanimously by voice vote.**

CHIEF'S REPORT -{34:50} Chief Gieser reported January, 2020 activity.

Responses: 1). Vehicle vs deer MM 1.5 Highway 35; 2). Ambulance assist 40638 Melita Island Road; 3). Fire alarm 39734 Keeler River Lane; 4). Fire alarm 33595 Hunt Lane; 5). Double semi accident Highway 35; 6). Vehicle accident MM 68 Highway 93; 7). Vehicle vs deer MM 67 Highway 93; 8). Trees on power lines MM 67 Highway 93; 9). Downed power lines 41909 Park Circle Drive; 10). Downed power lines 42334 LaBella Lane; 11). Slash pile on fire 41414 Homestead Lane; 12). Downed power lines 33634 Jim's Drive; 13). Downed power lines Kings Point Road and East Matterhorn Road; 14). Fire alarm 31103 west Kings Point Road.

Administration:

Attend LEPC meeting
Host Lake County Fire Association meeting
Attend EMT refresher training

Repair & Maintenance:

Replace pressure regulator in breathing air compressor, repair SCBA cylinder retention bracket, repair SCBA low alarm bell supply line, Noting parts are becoming harder to locate, therefore in the next budget year new SCBA's will be analyzed.

U-300 repair rear brakes, replace D/S rear rotor and caliper, replace front brake pads, service unit, replace all power steering hoses and pump. The repairs were the third time, therefore do not purchase re-manufactured pumps. The pumps were under warranty and will be a credit on the Polson Auto Parts invoice. Trustee Doty acknowledges Chief Gieser's equipment maintenance and getting the equipment and department back up to speed. Wt-310 was a big move forward. An opportunity exists to purchase a 1995 unit from Missoula Rural to replace engine #328 at the Big Arm Station #2. The purchase price is \$15,000; while Gordon plans to offer Missoula Rural \$10,000. The entire unit was refit in 1999 at the direction of Chief Gieser during his employment with Missoula Rural. The unit will be available in approximately one year. Engine #316 tank and pump assembly will refit to eliminate the foam mixing in the aluminum tank. The refit will be completed on site. On site repair

and maintenance provides a cost savings for the district which is a part of the process. Chair Nelson is familiar with the Missoula Rural unit which will fit the needs at the Big Arm Station. The engine has low miles and was in a reserve capacity. Trustee Wunderlich plans to address the SCBA's in the FY2021 budget. Trustee Roberts suggested a replacement plan put in place. The replacement plan involves opportunity and money to move forward. Superior pumper #337, a 1979 engine will be leaving the fleet. Alison Meslin questioned what will happen the engine #328. Chief Gieser replied Chief Cliff Fire is interested. **Chair Nelson thanked Chief Gieser for the report.**

MEMBERSHIP REPORT {46:24} – Jeff Veach, Chair Volunteer Membership reported the membership purchased seven additional traffic management signs to be placed in all units. Reggie Hieser and James McKee will participate in the staircase activity in support for leukemia. Training will include extraction and traffic management. The highway patrol is available for additional training on traffic management. The annual appeal collection is in excess of \$31,000. The community participation is amazing. **Chair Nelson thanked Jeff for the report.**

TREASURY REPORT FOR MONTH ENDING JANUARY 31, 2020 {51:15} – Lake County Treasurer January, 2020 reports are not available. Operating Fund – expenditures posted, The report is preliminary.

FUND # 7245 Operating Fund	\$ 100,724.98
FUND # 7244 Voted Levy (5 mills with sunset)	\$ 92,520.56
FUND # 7246 Capital Improvement Fund	\$ 8,352.45
FUND # 7243 Voted Levy Operating Fund .(transition fund)	\$ 18.25

Check numbers 7365 -7382,both inclusive	\$ 7,043.42
Represents January, 2020 claims	
Approved February 10, 2020	

Public Safety:

Fire Chief payroll January 6, 17, 31 2020 (gross)	\$5,076.93
(3 pay periods)	
Employer expense match SS & Medicare	\$ 388.39
Quick books processing fee	\$ 5.25

Revenue A-101 Fund #7245 Operating Confirm fund number deposit to -

1/28/20 Receipt #A101-114815

Ace Excavating/Ace Drilling

Commerce Park – 5 lot subdivision @ \$100/each

Check #6873 issued 1/14/20

Subdivision review status at preliminary review

Copy of receipt delivered to Lake County Planning
for subdivision file

The board acknowledges the \$500 s/d review fee remain in fund #7245 operating. At year end the excess in 7245 may be moved to the capital fund.

Following the January, 2020 meeting payroll accounting services with Davis & Brown was compared with another Polson firm. The payroll invoice submitted quarterly for one employee at the other firm has a nominal higher rate compared with D&B. Davis and Brown was completing the Lake County

Cemetery payroll. Therefore, in 2015 when rural fire needed payroll services D&B was established with Lake County accounting procedures and the transition was smooth. Public comment: None.
Chair Nelson thanked Bonnie for the report.

Old Business:

UPDATE CAPITAL PROJECT Wt-311 {56:55} – Chief Gieser reported Wt #311 chassis will be ready for pick up at Montana Correction in Deer Lodge the end of February or middle of March. The unit will be transported to Polson for chassis in house upgrades. The time space to upgrade will allow time to review the capital expenditure budget. Gordon contacted Heiman Fire Equipment for a possible increase in cost to complete the upgrade in relation to the upgrade completed earlier on Wt-#310. The paint project on Wt-#310 was approximately \$5,500. Wt-#311 will require additional work due to prior outdoor exposure. Trustee Wunderlich suggested the time space for the upgrade will provide time to formulate a preliminary budget.

EMERGENCY MANAGEMENT ASSISTANCE COMPACT (EMAC)

NORTHERN EMERGENCY MANAGEMENT

ARRANGEMENT COMPACT (NEMAC {01:00} – Tabled

NEW BUSINESS:

CAPITAL PROJECT LOAN {01:01} – Trustee Roberts commented the loan with First Interstate Bank remains available for capital projects. Chief Gieser reported the district is staying ahead of the capital projects time line. The maintenance completed in house is cost saving and provides resource options for additional upgrades. The budget discussion will include priorities. The loan is considered an open loan.

WATER COMPACT {01:03} – Alison Meslin mentioned area residents are writing letters to the Indian Affairs Board and Montana Congressmen to reconsider the water compact issue. Fred Nelson sent letters participating with another organization. Jay Garrick, Lake County Roads is highly concerned regarding right-of-way issues. Alison encouraged the board and residents to write letters.

PUBLIC INPUT ON NON-AGENDA ITEMS {01:04} - Chair Nelson expressed congratulations to Trustee Doty reaching a young 60 year mark Friday, February 7th. Happy Birthday!

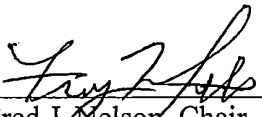
RESCHEDULE MARCH MEETING {01:05} – **Trustee Doty motion to reschedule meeting to March 18th at Fairgrounds Station No. 1. Trustee Clapp second.** Public comment: None.
Motion passed unanimously by voice vote.

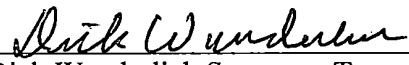
ADJOURN {01:06} **Trustee Roberts motion to adjourn. Trustee Doty second. Motion passed unanimously by voice vote.**

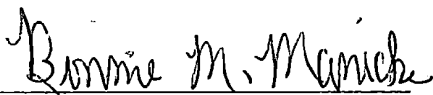
Chair Nelson thanked everyone for attending.

ADJOURN 7:07 P.M.

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Fred J. Nelson, Chair


Dick Wunderlich Secretary-Treasurer


Bonnie M. Manicke, Recorder

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AGENDA
Polson Rural Fire District Trustees Monthly Meeting
Monday, February 10, 2020
6:00 p.m. Regular Monthly Meeting
Station No. 1 Fairgrounds Station
25-B Regatta Rd.
Polson,, MT 59860
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Station 1 Phone 406 883 4244

* TRUSTEES MEETING INCLUDES: COMMENT BY RAISING YOUR HAND

REVIEW MINUTES JANUARY 15, 2020	BONNIE
COMMUNICATIONS	BONNIE
REVIEW & APPROVE CLAIMS	CHIEF GIESER & BONNIE
TREASURER'S REPORT	BONNIE
CHIEF'S REPORT	CHIEF GIESER
MEMBERSHIP REPORT	CHAIR JEFF VEACH

• OLD BUSINESS COMMENT BY RAISING YOUR HAND

DISCUSS PROGRESS ON STATION NO. 4, 36300 CAFFREY RD. CHIEF GIESER

UPDATE CAPITAL PROJECT Wt-311 CHIEF GIESER

CONTINUE EMac DISCUSSION CHIEF GIESER

• NEW BUSINESS COMMENT BY RAISING YOUR HAND

CAPITAL LOAN PROJECT TRUSTEE ROBERTS

• PUBLIC INPUT ON NON AGENDA ITEMS

ADJOURN

ALL RESIDENTS OF THE POLSON RURAL FIRE DISTRICT ARE ENCOURAGED TO
ATTEND AND PROVIDE HELPFUL COMMENTS.
ALL ITEMS TO BE ON THE AGENDA MUST BE SUBMITTED 10 DAYS IN ADVANCE.

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POLSON RURAL FIRE BOARD FUND #7245
January, 2020 claims Approved 2/10/2020 RFB

Num	Description	Memo	Category	Amount
7365	Century Link	Acct#411978591 883-4244 Fairgrounds Stn #1 landline	317 Phone (Landline) - Fairgrounds Stn.	-63.53
7366	City Of Polson	Utility Billing Acct 7304 FairgroundsStnFillSpout	316 Water Fill Spout - Fairgrounds Stn.	-61.34
7367	S Davis & Brown CPAs PC	Inv#5293 01/02/20 run pyrl w/reports	345 Payroll Accounting Fire Chief Salary	-31.90
		Inv#5293 01/07/20 Electronic pyrl dep w/rpts	345 Payroll Accounting Fire Chief Salary	-6.60
		Inv#5293 01/10/20 4th qtr reports & E-file	345 Payroll Accounting Fire Chief Salary	-66.00
		Inv#5293 01/10/20 year end pyrl rpts, W-2, efile	345 Payroll Accounting Fire Chief Salary	-77.88
		Inv#5293 01/15/20 run pyrl w/reports	345 Payroll Accounting Fire Chief Salary	-22.00
		Inv#5293 01/29/20 run pyrl w/reports	346 Payroll Processing Intuit Fee	-29.70
		Inv#5293 1-1096 @ \$30, 4 1099's @ \$7/ea,E-file w/IRS	346 Payroll Processing Intuit Fee	-58.00
		Inv#5293 Mail 3-1099's @ \$.55 each	346 Payroll Processing Intuit Fee	-1.65
7368	S First Bank Card	Acct 1047 Action Communications Motorola Minitor VI	206 Radios & Pagers, Repair	-353.00
		Serial #1365UW0273	206 Radios & Pagers, Repair	0
		Acct 1047 Action Communications Motorola Minitor VI	206 Radios & Pagers, Repair	-353.00
		Serial #1365UW00390	206 Radios & Pagers, Repair	0
		Acct 1047 Action Communications Motorola Minitor VI	206 Radios & Pagers, Repair	-353.00
		Serial #1365UW00395	206 Radios & Pagers, Repair	0
		Acct 1047 Action Communications FREIGHT	206 Radios & Pagers, Repair	-29.00
		Acct 3266 Sub-aquatics regulator, ring mount	205 SCBA Equipment & Supplies	-415.26
		Acct 3266 shipping	205 SCBA Equipment & Supplies	-22.29
		Acct 3266 Cahilleldot Scott SCBA warning bell	205 SCBA Equipment & Supplies	-45.00
7369	Lorinda Freeman	Inv #3 Jan 2020 Fairgrounds Stn. wweekly cleaning	321 Cleaning Services - Fairgrounds Stn.	-125.00
7370	S M. Richard Gebhardt	12/9/2019 phone conference w /Chief Gieser & Trustee Nelson	347 Legal Services	-35.00
		Re: Stn #4 contract & subs	347 Legal Services	0
		01/02/20 phone conference w/chief Gieser	347 Legal Services	-35.00
		Re: Stn #4 contract w/builder Cole Blackwell	347 Legal Services	0
7371	Heiman Fire, Inc	Inv#0885863-IN 1-Titan Pro Glove + pstg	204 Turnouts Structure & Wildland	-100.25
7372	IState Truck Center	Acct#195764 Inv#C253139667:0 1-nut cover pac	211 Vehicle Repair & Maint Supplies	-15.00
7373	Lake County Fire Assoc	2019-2020 Dues 7/1/19 to 6/30/20	331 Membership & Dues	-100.00
7374	Montana Ace Polson	Acct#88542963 2-pkg.trash bags for engines	201 Operating Supplies	-29.98
7375	Montana State Fire Chiefs Assoc	Membership dues Jan 1 - Dec 31, 2020	331 Membership & Dues	-75.00
7376	Montana State Fund	Policy #03-434961-3 Inv#12905744 Workers' Comp Inst3 of 4	506 Worker's Compensation	-2079.01

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Num	Description	Memo	Category	Amount
7377	S North Ridge Fire Equip	10-5 gal containers foam at \$88.03 ea	203 Chemicals, Foam	-880.30
		Freight	203 Chemicals, Foam	-181.21
7378	PayneWest Insurance	Acct#LAKECOU-03 Inv#2589 ADD Str#4 eff 1/06/20	501 Insurance commercial package	-97.00
7379	Polson Auto Parts, Inc.	Acct #5824Inv#572132 6-oil dry Str#1	211 Vehicle Repair & Maint Supplies	-46.62
7380	Republic Services	Acct #3-0889-0014329 Inv #0889-002544169	319 Disposal Service - Fairgrounds Stn.	-63.13
7381	S Mission Valley Power	Location #2806820000	302 Electricity - Big Arm Station	-163.74
		Location #2876820001;2876820002 {1-security light}	302 Electricity - Big Arm Station	-10.05
		Location #2400744000	315 Electricity - Fairgrounds Station	-553.79
		Location #1401370000	322 Electricity - Stn #4 36300 Caffrey Rd	-16.83
7382	S WEX Bank	Truck #314	210 Gas, Diesel,Oil	-33.87
		Truck #301	210 Gas, Diesel,Oil	-142.15
		Truck #318	210 Gas, Diesel,Oil	-62.46
		Truck #326	210 Gas, Diesel,Oil	-25.14
		Truck #300	210 Gas, Diesel,Oil	-126.98
		Truck #308	210 Gas, Diesel,Oil	-32.40
		Truck #313	210 Gas, Diesel,Oil	-24.36
		Truck #316	210 Gas, Diesel,Oil	0
		Truck #333	210 Gas, Diesel,Oil	0
		Truck #308	210 Gas, Diesel,Oil	0
		Truck #313	210 Gas, Diesel,Oil	0
TOTAL CLAIMS				-7043.42